



THE STATE
of ALASKA
GOVERNOR SEAN PARNELL

Department of
Health and Social Services

DIVISION OF BEHAVIORAL HEALTH
Director's Office

3601 C Street, Suite 878
Anchorage, Alaska 99503-5924
Main: 907.269.3600
Toll Free: 800.770.3930
Fax: 907.269.3623

September 4, 2013

Dear Behavioral Health Grantee Provider;

This letter is intended to formally communicate Division of Behavioral Health requirements for quarterly reporting on all grant awards for FY 2014. This includes the Comprehensive Behavioral Health Treatment & Recovery (CBHTR) grants, as well as other specialty grants.

Quarterly reporting on awarded grants for FY 2014 reflects the Department of Health and Social Services (DHSS) commitment and application of the *Results-Based Management Framework*, with the underlying belief that strategic performance measurement strengthens accountability and outcomes.

A *Results-Based Management Framework* asserts that policy-makers and Alaskans deserve to know the benefit that government provides its citizens and at what cost that benefit comes. We believe that measuring and improving performance is imperative as we aim to provide the right care to the right person at the right time for the right cost.

In FY 2013, the department implemented a results-based management framework which led to:

- a refinement of overarching priorities
- the development of core service areas and agency performance measures
- the alignment of division-level performance measures

This process set in motion an agency-wide shift in how DHSS measures the impact on the health and well-being of Alaskan individuals, families and communities. With this shift, it is the intent of the department to deliver quality service (effectiveness) while making the best use of public resources (efficiency).

DHSS departmental priorities are:

- Health and Wellness Across the Lifespan
- Health Care Access, Delivery and Value
- Safe and Responsible Individuals, Families and Communities

The department is now in a position to expand this planning framework to grantee providers. This includes impacts on the DBH quarterly grant reporting requirements for FY 2014.

Attached are the FY 2014 DBH grantee quarterly reporting requirements for the CBHTR and other specialty grants. Many of the requirements are similar to past years; however, it is important to consider the following changes and additions:

- Agencies awarded a CBHTR grant will have a new requirement to report on seven key financial indicators. An attachment provides examples of each of these financial indicators. The reporting requirement will be fulfilled in two ways: (1) submission of the required financial indicators to the division, and (2) submission of the Governing Board and/or Finance Committee meeting minutes that document that the financial indicators were reviewed and acted on, as appropriate. The Division is requiring grantees to report on these indicators because of increasing concern for

the financial stability of behavioral health organizations statewide, and our belief that the indicators we have selected will provide both your agency and DBH with a useful snapshot of the financial position of each of your organizations. The Division will be holding a training to review the financial indicator reporting requirements in the next month. These trainings will be advertised on the website and you will also receive notification via email.

- All agencies awarded a grant will have a *Performance Measures Report* specific to each grant type. It is important to note that the *Performance Measures Report* includes multiple measures that impact payment of the last 10% of each grant. These performance measures will be posted on the DBH website in the second week of September.

Other necessary forms for grant reporting will be found on the DBH website (<http://dhss.alaska.gov/dbh/Pages/default.aspx>) under Treatment and Recovery – Forms.

It is essential for the Department to clearly show the effectiveness of the numerous publicly funded grant programs. This performance measurement will demonstrate in this environment of heightened accountability, the positive impact you are making in the lives of Alaskans lives.

Sincerely,

A handwritten signature in black ink, appearing to read 'Melissa Stone'.

Melissa Witzler Stone, Director

Attachments:

State of Alaska DHSS / Behavioral Health FY 2014 Financial Report
DBH FY 2014 Grant Quarterly Report Submission Requirements